

ESTIMATOR® Project Level field information

At the project level of the estimate file there are multiple fields that need data entered. The following is a guide to correctly populating those fields.

**** Note: All Data entered in Estimator needs to be done in UPPERCASE LETTERS ****

Page 1 Tab

The screenshot shows the 'Estimator - [Estimate]' window with the 'Page 1' tab selected. The interface includes a menu bar (File, Edit, View, Tools, Window, Help) and a toolbar. The main area contains various input fields for project information:

- Estimate ID: [Text Field]
- Spec Year: 06 [Text Field]
- Base Date: 7/ 1/2009 [Text Field]
- Unit System: E [Dropdown]
- Work Type: [Dropdown]
- Highway Type: [Dropdown]
- Urban/Rural Type: [Dropdown]
- Season: [Dropdown]
- County: [Dropdown]
- Longitude of Midpoint: [Text Field] (DDMMSS)
- Latitude of Midpoint: [Text Field] (DDMMSS)
- District: [Text Field]
- Federal/State Project Number: [Text Field]
- Estimate Cost: 0.00 [Text Field]
- Contingency %: 0.00 [Text Field]
- Estimate Total: 0.00 [Text Field]
- Description: [Text Area]

Below the input fields is a tabbed interface with 'Page 1', 'Page 2', 'Notes', 'Category Code List', 'Docs', 'Estimates Web Page', and 'Supp. Desc List'. The 'Page 1' tab is active, showing a table with the following data:

	Group Name	Group Total	Alternate Code	Description
1011	1011	0.00		ROADWAY

At the bottom of the table, there are 'Groups' and 'All Items' buttons. The status bar at the bottom shows 'Done' and 'NUM'.

Estimate ID: This field is the PPMS Project Identification number (PIN).

Spec Year: This field is locked based on the catalog selected.

Base Date: This is the date that the estimate is being prepared (if a template is being used this field will already be populated but will need to be updated).

Longitude of midpoint: This is the longitude at the midpoint of the project. Available sources include Google Earth or GIS as well as other places. If there are multiple sites to the project use the site that has the greatest monetary impact on the project.

Latitude of midpoint: This is the Latitude at the midpoint of the project. Available sources include Google Earth or GIS as well as other places. If there are multiple sites to the project use the site that has the greatest monetary impact on the project.

District: This is the Construction region as defined by the PDD Construction Section that the project is located in. (SW, SE, NE, or NW.) This is **NOT** the operations (maintenance) district number.

Federal/State Project Number: This field is the project name and number shown within the corner block of our plan sheets. The field as designed within Estimator has a limitation of 30 characters maximum which may result in the need to abbreviate. If abbreviation is required, it should be done in a manner which will not compromise the integrity/identity of the project name but more importantly the project number.

As an example WALLINGFORD – RUTLAND TOWN NH 2408(1)S can be abbreviated as WALLIN - RUTLTOWN NH 2408(1)S

Description: The intent of this field is to use the same work description included on the project plans title sheet. However, this field has a limitation of 120 characters maximum so it may not be possible to include this full description. If the full description does not fit within the 120 characters, a shortened work description can be used to provide information within the estimate and on the cover sheet of the printed estimate to give a sense of the project scope. Common ways to shorten the description include omitting phrases such as “the work consists of” and by listing work using commas instead of words like “and,” “including,” or “with.”

Work Type: Select the work type that best fits the project from the drop down list. If unsure of what to use ask for guidance.

Highway Type: Select the correct Functional Classification for the project from the drop down list. If unsure of what to use ask for guidance.

Urban/Rural Type: Select the urban or rural condition for your project. There are no firm criteria for this. Guidelines include: Is the project located in a federal aid urban compact? Or, is there curbing and sidewalk? To some extent this will be based on sound judgment.

Season: Select the season that the project is expected to be bid in from the drop down list.

County: Select the TOWN that a project is located in from the drop down list. If the project is in multiple towns use the town with the largest percentage of the work.

Estimate cost: This field is automatically calculated as the sum of the included items. It cannot be changed.

Contingency %: This field should be left as zero. The Agency uses other methods to track the contingency at each estimate level. Including a contingency here leads to a double counting of contingency costs.

Estimate Total: This is the sum of the estimate cost and any additional added by the contingency %. It cannot be changed.

Estimated By: 3/30/2009

Checked By: 3/30/2009

Approved By: 3/30/2009

Estimate Type:

Group Name	Group Total	Alternate Code	Description
1011	0.00		ROADWAY

Groups All Items

Done NUM

Estimated By: Name / Date: The name of the person creating the Estimate and the date of creation.

Checked By: Name / Date: The name of the person checking the Estimate and the date of checking.

Approved By: Name / Date: The name of the person approving the Estimate and the date of approval.

Estimate Type: The stage of the estimate (preliminary, final, contract).

Notes Tab

Estimator - [Estimate]

File Edit View Tools Window Help

- Total = \$0.00

Notes

Page 1 Page 2 Notes Category Code List Docs Estimates Web Page Supp. Desc List

Group Name	Group Total	Alternate Code	Description
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Groups All Items

Done NUM

On this tab is an area to add any additional notes on the estimate. It is stored only in the estimate file and does not print or pass to other software.

Category Code List Tab

Estimator - [Estimate]

File Edit View Tools Window Help

http://www.aot.state.vt.us/CostEstimating/documents/EstimatorCategoryCodeList.htm

Estimate Category Code List

Use codes *only* for the purpose indicated.
Use codes *only* as they are listed below, do not change the code descriptions.
If you can not locate a code for your intended use
call the Contract Monitor in the Contract Administration Office at 802-828-2641.

1011 ROADWAY
1012 ROADWAY (NO FEDERAL PARTICIPATION)
1013 ROADWAY (NO FEDERAL/STATE PARTICIPATION)

The following Roadway codes should be used for separate roadway designations, such as with North bound and

Page 1 Page 2 Notes Category Code List Docs Estimates Web Page Supp. Desc List

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1011	0.00		ROADWAY

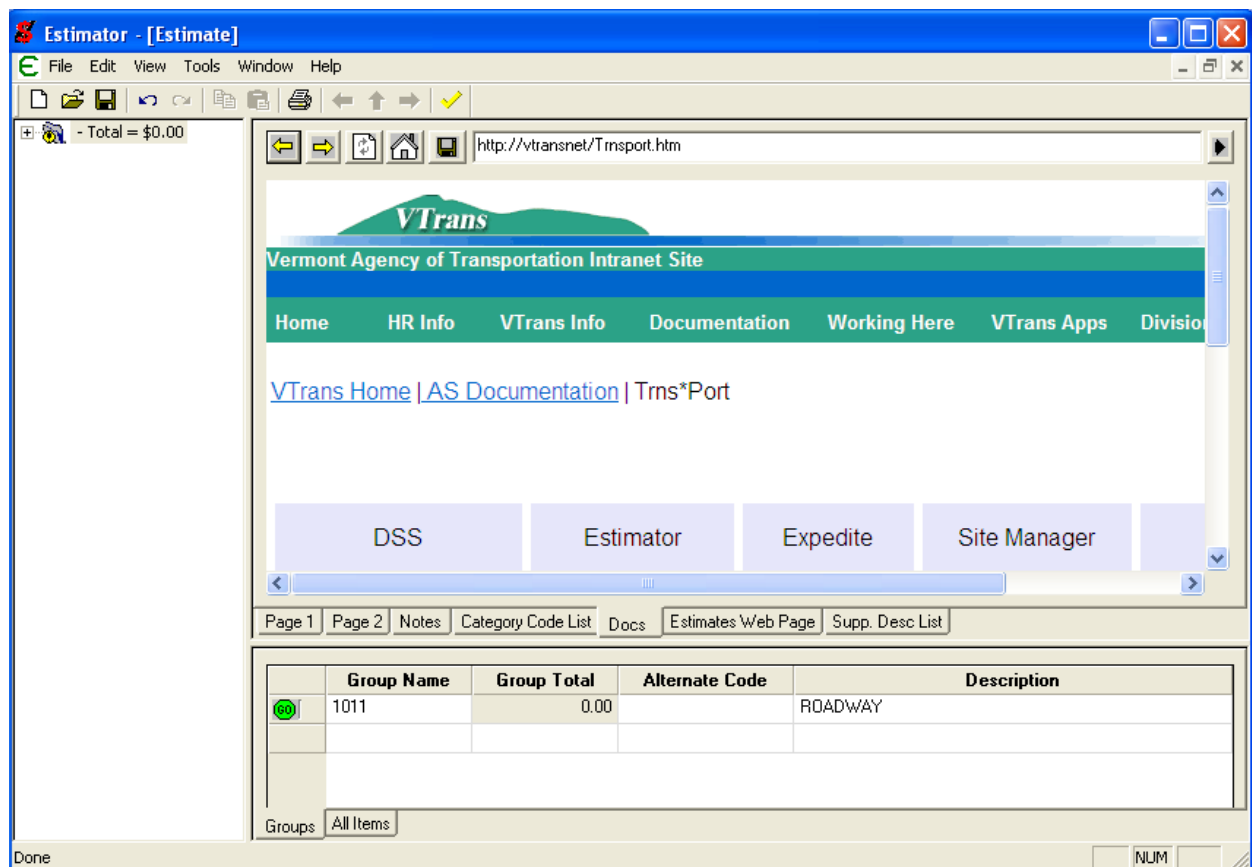
Groups All Items

Done NUM

(This tab is available for Agency users. Depending on their setup consultants may or may not have this tab)

This tab is a link to the estimating resource website guidance on use of category numbers. The code number given here would be the group name within estimator and the text would go in the Description field. These names need to be followed as they are set up to expedite payment during construction once the data have been passed to Construction Site Manager system.

Docs Tab



(This tab is available for Agency users.)

This tab connects to the main Vtrans Intranet It Documentation site. The Estimator users manual is found here.

Estimates Web Page Tab

Estimator - [Estimate]

File Edit View Tools Window Help

http://www.aot.state.vt.us/CostEstimating/EngResrc.htm

VERMONT Vermont.gov Links State Agencies & Departments

VTrans Vermont Agency of Transportation

VTrans Home | Program Development Home | Estimating Home

Program Development Cost Estimating Resources

Construction Section

Estimating Home

Welcome to the VTrans Estimating Resources website. This site provides information and development of construction cost estimates for all Agency projects.

Latest Updates

Page 1 Page 2 Notes Category Code List Docs Estimates Web Page Supp. Desc List

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This tab connects to the main estimating resource website.

Supp. Desc. List Tab

Estimator - [Estimate]

File Edit View Tools Window Help

http://www.aot.state.vt.us/CostEstimating/documents/EstimatorSupplementalDescriptionList.htm

VER SUPPLEMENTAL DESCRIPTIONS

ITEMS REQUIRING SUPPLEMENTAL DESCRIPTIONS AND SUPPLEMENTAL DESCRIPTION

Item #	Item description	Option
208.40	COFFERDAM	(ABUTMENT NO. X
531.XX	BEARING DEVICE ASSEMBLY ITEMS	(FIXED
630.10	UNIFORMED TRAFFIC OFFICERS	(NIGHT

THE FOLLOWING ITEMS REQUIRE A SIZE DESIGNATION AS THE SUPPLEMENTAL DESCRIPTION:

Item #	Item description	Option
505.35	PERMANENT STEEL SHEET PILING	(MIN. SECTION I
508.15	SHEAR CONNECTORS	(# OF STUDS - DIA
510.21	PRESTRESSED CONCRETE BOX BEAMS	(DEPTH X W

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Done

(This tab is available for Agency users. Depending on their setup consultants may or may not have this tab)

This tab is a link to the estimating resource website guidance on use of supplemental descriptions. For items that are flagged as needing a supplemental description this page gives guidance on what to use.